Clallam Transit System
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May 22, 2018

FIXED-ROUTE TRANSIT OPERATOR
RECRUITMENT ANNOUNCEMENT NO. FRTO-052018

Updated 6/6/2018

POSITION OVERVIEW

Responsible for the operation of mass transit vehicles to transport passengers to various destinations within the CTS service area. CTS provides paid training to obtain the required Commercial Driver's License (CDL) with passenger endorsement and air-brake restriction removed.

RECRUITMENT PERIOD

Open: May 22, 2018. ***Close:*** Open until filled.

VACANCY LOCATION

Work locations may vary between the **Port Angeles and/or Forks bases**, depending on service needs and staffing availability.

COMPENSATION *(subject to change upon ratification and CTS Board approval of a new labor agreement)*

Upon completion of training, Fixed-Route Operators start out as EXTRA BOARD employees. They are represented, benefits eligible, and earn **$19.64** per hour. The work schedule is variable and overtime may be required. There will be annual increases until the hourly rate reaches **$24.56**. During the training period, (typically 6-8 weeks), IN-TRAINING employees are non-represented and non-benefits eligible and earn $11.50 per hour.

BENEFITS: CTS affords its eligible employees a generous benefits package, including:

- 100% **Employer-paid medical** premiums for employee, with coverage available for qualifying dependents.
- 100% **Employer-paid dental** premiums for employee and qualifying dependents.
- **Basic life** and **long-term disability** insurances with option to purchase additional coverages.
- Enrollment in **Public Employee Retirement System (PERS)** with employer and mandatory employee contributions.
- Post-employment **Healthcare Insurance Coverage Credits**, as eligible.
- **General Leave** accruals and **Washington State Paid Sick Leave** accruals.
- **10 paid holidays** plus **8 hours personal holiday leave**, annually.
- **Wellness Program -** $200/$400 annual reimbursement for employee/family (optional).
- Reimbursement of **CDL endorsement fees.**
- **CDL medical examination** costs paid through direct billing by the CTS-designated medical examiner or employee reimbursement up to $130 (every other year).
- **$75 sunglasses** expense reimbursement annually (after one year from hire date).
- **VEBA/HRA contributions** for waived medical coverage (optional) and for years of service.
- **CTS transit pass(es)** for employee and qualifying dependents.
- **Employee recognition** program with monetary incentives.
- **Flexible Savings Account and Dependent Care Assistance** with pretax earnings (optional).
- **457 Deferred Compensation Plan** with pretax earnings (optional).
- Some CTS benefits offer **additional employee and dependent coverages** payable through employee paid premiums.

REQUIRED QUALIFICATIONS

- Valid Washington State Driver's License.
- Five (5) consecutive years of licensed driving experience.
- Possess and maintain a driving record that is acceptable to CTS.
- Basic computer skills.
- Good oral and written communication skills.
- Work effectively with other employees and the general public.
- Obtain and maintain a Commercial Driver's License with passenger endorsement and air-brake restriction removed.
- Maintain good grooming standards.
- Report to work on time as scheduled.
- Work a variable shift according to work assignments (including evenings and weekends).
- Wear company-provided uniform while on duty.

DESIRED QUALIFICATIONS

- High school diploma or recognized equivalency.
- Mass transit vehicles experience.

PHYSICAL DEMANDS

- Able to obtain and maintain a Department of Transportation Medical Card.
- Vision correctable to 20/20.
- Physically capable of operating fixed-route vehicles, ranging from 25 to 40 feet in length.
- Assist elderly passengers and persons with disabilities with loading/unloading, and securement of wheelchairs within established safety procedures.
- Physically evacuate passengers in any emergency situations.
- Approximately 80% of working hours sitting and operating a transit bus over specified routes and schedules.
- Approximately 20% of working hours is divided between walking and/or standing during vehicle preparation and scheduled layovers.
- Must be able to conduct pre/post operations checks that include crouching to check under bus and lifting engine compartment (25 pounds).
- Frequent pushing/pulling (20 pounds) to turn steering wheel as CTS uses both power and non-power steering buses.
- Infrequent overhead pushing/pulling is also required to change bus destinations signs, open and close windows, adjust mirrors, or assist passengers boarding the bus.
- Must be flexible enough to kneel down or bend over to fasten wheelchair tie-downs.
- Must have ability to converse and listen at ordinary sound levels to passengers and two-way radio.

APPLICATION PROCESS

Please visit our website at **http://www.clallamtransit.com/About-Us/Employment-Opportunities** to review the complete position description and to obtain the required application documents to complete and submit for consideration. The required application documents include the **CTS Employment Application, Fixed-Route Transit Operator Willingness Questionnaire, Pre-employment Notification and Acknowledgment forms, and resume.** Email your documents to **jobs@clallamtransit.com**. Due to the large volume of applicants, please refrain from contacting CTS regarding your application status and understand that you will be contacted once information becomes available to share with you. Your patience is appreciated! Candidates will be contacted primarily through email of their progress through the selection process.

Thank you for your interest!

Clallam Transit System is an AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.